



STATE OF MICHIGAN

**Family
Independence
Agency**

Memo

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To: Jim Nye, Deputy Director
Field Operations

Date: April 16, 2004

From: Rita Barker, Director
Office of Internal Audit

Subject: Audit of Bethany Christian Services, Contract # CAN-01-41001-3
Period: 10/01/02 – 6/30/03, Audit #2003-279

Bethany Christian Services entered into contract #CAN-01-41001-3 with the Family Independence Agency to provide early impact services in a manner consistent with the policies and guidelines required by FIA. Bethany Christian Services billed FIA for each hour of service provided under the units of service billing method.

We performed an audit of this contract for the period October 1, 2002 through June 30, 2003. The purpose of our audit was to determine if Bethany Christian Services' billings to FIA were accurate and properly supported by the case file documentation.

Based on our audit, we concluded that the billings submitted by Bethany Christian Services were accurate. The case files we selected for review contained all the required documentation to support the units of service billed.

Please contact me if you have any questions regarding this audit.

c: D. Abbot
A. Zylstra
S. Toman
K. McDonald